

OUTREACH MEETING DISCUSSION SUMMARY
MEETING DATE JUNE 4, 2010

County Staff in attendance: Gary Hessong, Director
Bryon Mitchell, Manager, Office of Life Safety
Larry Willard, Chief Plumbing Inspector
John Picco, Chief, Plan Review
Pamela Moulton, Customer Service Supervisor
David Doyle, Chief Building Inspector
Lisa Orr, Program Coordinator, Office of Environmental
Sustainability
Emily Roche, Administrative Specialist

Agenda items discussed:

➤ Green Building Update

- Lisa Orr, Program Coordinator for the Frederick County Office of Environmental Sustainability, presented several informative trainings and events that are occurring locally.
- The main objective of the Office of Environmental Sustainability is to coordinate with County departments, businesses, residents, and other organizations to advance practices, policies, and partnerships that protect and restore our critical natural resources, minimizing the environmental impact of the built environment, reduce overall energy consumption, and strengthen the social and economic health of the county.
- There are several opportunities to get involved in related to Green Building and Sustainability-
 - GO GREEN ENERGY CONFERENCE will be held June 7, 2010 at Frederick Fairgrounds Event Complex from 10am- 3pm this event will be hosted by Congressman Roscoe Bartlett, Frederick County Office of Economic Development and the Frederick City Department of Economic Development.
 - GREEN REMODELING WORKSHOP will be held June 8, 2010 at 7pm in Gambrills, MD. Instruction will be given by Andy Ault of Little River Carpentry.
 - MARYLAND GREEN BUILDING NETWORK will be held the first Tuesday of every month, except for holidays, at 6:30pm in the EnviroCenter in Jessup, MD. This Network is an informal group of architects, builders, contractors, developers, planners, landscape architects, related professionals and citizens. To be added to the Green Building Network mailing list or more information, visit [www.greenbuildinginstitute .org/GBN.html](http://www.greenbuildinginstitute.org/GBN.html).

- ❖ If you would like to be added to Frederick County Office of Environmental Sustainability's Quarterly Newsletter please email LOrr@frederickcountymd.gov.

➤ Updates to the Frederick County Building, Electrical, and Plumbing Codes – Effective July 1, 2010

- Frederick County Commissioners will vote on the proposed Code Updates Tuesday, June 8, 2010 during the work session.
- On May 5, the Proposed Updates were presented to the Board of County Commissioners and a public hearing was held on May 25, 2010.

➤ Blanket Procedures related to code update

- Effective July 1, 2010 all new house types that have never been blanketed before will need to be designed in accordance with 2009 codes.
- All currently approved blankets done under 2006 IRC requirements that have significant changes will need to supply the sheets associated with the significant revisions and a letter stating that the house will be designed and built in accordance with the provisions of the 2009 edition of the IRC.
- All currently approved blankets done under 2006 IRC requirements that DO NOT have significant changes will need to supply a cover letter stating that the house will be designed and built in accordance with the provisions of the 2009 edition of the IRC.
- Existing blankets approved prior to October 1, 2008 require a complete review with plans designed in accordance with the provisions of the 2009 edition of the IRC.
- To apply for a new house permit with blanket plans provide 2 sets of abbreviated plans showing the specific floor plans, elevations and any options chosen AND 2 copies of the blanket report with all applicable options checked.
- Contact Debbie Baumgardner to schedule a blanket meeting 301-600-1086 or if you have any questions regarding the blanket program.

➤ New Insulation Inspection (for Building Permits), Driveway Pre-Construction, and Shower Pan Inspection (for Plumbing Permits)

- Insulation Inspection-
 - State of Maryland's adoption of the International Energy Conservation Code (IECC) has mandated Frederick County to require INSULATION inspections.
 - The International Energy Conservation Code has mandated Insulation inspections in an effort to address energy conservation requirements, to

be energy efficient and to optimize the use of fossil fuels and depletable and nondepletable resources.

- This new inspection will be required by Frederick County. Currently after electrical and plumbing rough-in inspections the building framing inspection is done. The insulation inspection will minimally affect this sequence of inspections. Please see handout pertaining to the revised sequence of inspections.
- The effective date of this inspection will be July 1, 2010- any permit applied for July 1st or after will require an insulation inspection.
- Ladders will need to be provided at Final inspections so that the inspectors may inspect the insulation.
- Contact David Doyle, Chief Building Inspector, with any questions or concerns regarding Insulation Inspections.

○ Driveway Pre-Construction-

- Frederick County Permits & Inspections is proposing a pre-construction driveway meeting to ensure the apron is ultimately installed and placed according to the approved plans. This meeting will be before any work on the apron begins and is intended to avoid making major revisions once the inspection for the apron has occurred.
- This inspection is still in the planning phase- more details will follow.
- Paving Contractors may or may not be aware of the "Specifications for Residential Driveway Installation" sheet- so the pre- construction meeting will address any concerns the contractor or inspector may have.
- This meeting is only for new "open-section" entrances onto a County-maintained road. It does not pertain to "closed-section" (curb & gutter) installations.

○ Shower Pan Inspection-

- Effective July 1, 2010 Frederick County will require a Shower Pan Inspection on all shower pans that are assembled on site. This inspection does not apply to pre-manufactured shower pans.
- The inspection can be done separately or with the plumbing close-in before the tile is installed.
- To test the shower pan must hold a minimum 2 inches of water for 15 minutes without any evidence of leakage. The inspector will verify that the joints and seams are tight.

➤ DPDR Fee Schedule annual adjustment- Effective July 1, 2010

- Board of County Commissioners approved a -0.4% decrease in fees.
- See our website for the FY11 Fee Schedule.

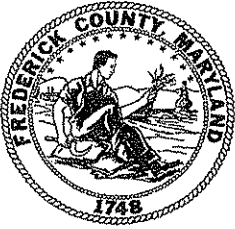
➤ Annual Impact Fee Adjustment- Effective July 1, 2010

- Public School Impact Fees will increase while Library Impact Fees will decrease.

- DPDR is committed to process as many pending permits as possible before July 1; however any permits not approved by 4pm on June 30, 2010 will be required to pay the new fees. In the case of additional fees: you must pay the additional School Impact Fees; you may request a Refund for the difference in Library Impact Fees. DPDR can not transfer fees between Library and School Accounts.
- New EPA Lead Paint law affects contractors
 - Any contractor who disturbs more than six square feet of lead paint must be Lead-Safe Certified.
 - Frederick County has no jurisdiction over this.
 - Certification begins April 22, 2010.
 - Any questions should be directed to www.epa.gov/getleadsafe or call 800-424-LEAD.
- Open Discussion of other topics

Please note: This ends the published discussion summary, which may not include all discussion that occurred. It is not intended to be actual minutes of the meeting.

outreach meeting discussion summary June 2010/emr



**PERMITTING AND DEVELOPMENT REVIEW DIVISION
FREDERICK COUNTY, MARYLAND**

Department of Permits and Inspections

30 North Market Street • Frederick, Maryland 21701

Phone (301) 600-2313 • Fax (301) 600-2309

PERMITTING OUTREACH MEETING

NUMBER 27

June 4, 2010 @ 9:00am

DPDR Meeting Room, Lower Level

30 North Market Street

AGENDA

- I. Introductions
- II. Green Building Update – Lisa Orr, Frederick County Office of Environmental Sustainability
- III. Updates to the Frederick County Building, Electrical, and Plumbing Codes - Effective July 1, 2010
- IV. Blanket Procedures related to code update
- V. New Insulation Inspection (for Building Permits), Driveway Pre-Construction Inspection, and Shower Pan Inspection (for Plumbing Permits)
- VI. DPDR Fee Schedule annual adjustment – Effective July 1, 2010
- VII. Annual Impact Fee Adjustment – Effective July 1, 2010
- VIII. New EPA Lead Paint law affects contractors
- IX. Open discussion of other topics

To propose topics of discussion for future Permitting Outreach Meetings, contact Sharon Goetz at SGoetz@FrederickCountyMD.gov.

******Next Meeting Date: August 6, 2010******

Remaining 2010 Meeting Schedule

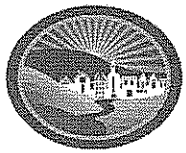
August 6, 2010

October 1, 2010

December 3, 2010

Please note that Permitting Outreach meetings are held every other month on the first Friday of the month at 9:00AM, unless a holiday falls on that date.

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Frederick County Office of
Environmental Sustainability
Ensuring Our County's Future

Upcoming Opportunities related to Green Building & Sustainability

June 7 Green Energy Conference, June 7

Location: Frederick Fairgrounds Event Complex

10 a.m. – 3 p.m.

The **GO GREEN ENERGY CONFERENCE** hosted by Congressman Roscoe Bartlett, in conjunction with the Eventplex at the Frederick Fairgrounds, Frederick County Office of Economic Development and the Frederick City Department of Economic Development, will provide practical ways to save money, use less energy, and help our country transition to domestic, cleaner and renewable energy sources. The conference will provide simple nuts and bolts solutions to energy needs for homes and businesses; as well as networking opportunities with other home owners, farmers, and business owners.

Green Building Institute

www.greenbuildinginstitute.org

Green Remodeling Workshop

June 8, 7pm

Instructor: Andy Ault, Little River Carpentry

Location: Gambrills, MD

For Registration and Directions: <http://www.greenbuildinginstitute.org/Gambrillsclasses.htm>

What does "green remodeling" really mean when you're just redoing a bathroom or updating your kitchen? In this class, learn about every-day, real-world tips, techniques, and strategies that you can implement right away in your next home remodeling project. From simple concepts to more advanced, learn the four major components to sustainably remodel an existing home.

Maryland Green Building Network

www.greenbuildinginstitute.org/GBN.html

The Green Building Network (GBN) is an informal group of architects, builders, contractors, developers, planners, landscape architects, related professionals, and citizens. Numbering more than 3,000 individuals and affiliations, the Network focuses on promoting and encouraging the design and construction of buildings, and the development of sites, in a manner that encourages efficient use of natural resources and raw materials, protects the environment, and promotes sustainable communities. The GBN provides interested professionals and citizens with the opportunity to meet, share information, and highlight successful green building/green development projects throughout the Chesapeake Bay region. Meetings occur on the **first Tuesday of every month, except for holidays, starting at 6:30pm at the EnviroCenter in Jessup, MD.** To be added to the GBN e-mail list or for more information, visit www.greenbuildinginstitute.org/GBN.html.

On-Line Professional Training

Hagerstown Community College

www.theknowledgebase.org/hagerstown/cs.php

Samantha Willard
(301) 790-2800 x413
online@hagerstowncc.edu

24 online courses related to green building and sustainability for building and business professionals

Sample courses:

- Fundamentals of Sustainable Design (<http://www.theknowledgebase.org/hagerstown/csdet.php>)
- Energy-Efficient Design for Architects (<http://www.theknowledgebase.org/hagerstown/csdet.php>)
- Green Building for Contractors (<http://www.theknowledgebase.org/hagerstown/csdet.php>)

Online Schoolroom Green Building Certification

www.environmentaltrainingonlineepa.org/GreenBuildingCertification.html

Sample programs:

- Residential Green Building Design and Construction Certification Program
- Green Building Commercial Certification Program
- Residential Green Remodeling - Design, Construction, and Certification Program

Frederick Community College Summer Noncredit Classes

Daisy Clarke
(240) 629-7901
dclarke@frederick.edu
www.frederick.edu

Green Building Certification Institute (GBCI) Exam Prep Classes:

June 10; 8:30am – 4:30pm: LEED AP+ Training: Building Design & Construction

June 17; 8:30am – 4:30pm: LEED AP+ Training: Existing Buildings (Operations & Maintenance)

July 15; 8:30am – 4:30pm: LEED AP+ Training: Interior Design & Construction



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Frederick County 2009 Residential Building Code
Blanket Update Procedures

July 1, 2010

- All blanket plans require an associated permit application in order to be reviewed.
- If the application is for a new house type that has never been blanketed, plans are required designed in accordance with the provisions of 2009 IRC.
- If the application is for a house type that has a current approved blanket, done per the 2006 IRC requirements, but incorporates significant changes such as stair geometry, habitable attic spaces or one hour separation walls for townhouses, the following needs to be submitted:
 - The sheets associated with the significant revisions.
 - A letter stating that the house will be designed and built in accordance with the provisions of the 2009 edition of the IRC.
 - ❖ Please do not submit complete sets of construction documents, only the changes.
- If the application is for a house type that has a current approved blanket, done per the 2006 IRC requirements, but incorporates no significant changes, a cover letter shall be submitted stating that the house will be designed and built in accordance with the provisions of the 2009 edition of the IRC.
- Existing blankets approved prior to October 1, 2008 require a complete review with plans designed in accordance with the provisions of the 2009 edition of the IRC.
- When the blanket plans are approved for the 2009 edition of the IRC, for the individual house permit application, provide 2 sets of abbreviated plans showing the specific floor plans, elevations and any options chosen. Please also provide 2 copies of the blanket report with all applicable options checked.
- Contact Ms. Debbie Baumgardner to schedule a blanket meeting at least one week in advance at 301-600-1086.



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Frederick County Building Code Insulation Inspections

- Mandated by the State of Maryland's adoption of the International Energy Conservation Code (IECC) effective January 1, 2010. Frederick County target effective date of July 1, 2010.
- Goals of the IECC
 - To address energy conservation requirements for all aspects of energy uses in both commercial and residential construction.
 - To ensure that building envelopes are designed to be energy efficient.
 - To require that the installation of energy efficient mechanical, lighting and power systems emphasize performance thereby saving resources.
 - To require designs that will result in the optimal utilization of fossil fuels and nondepletable resources.
- Revised sequence of Building Inspections to incorporate Insulation Inspection
 - Framing Inspection – Check for current requirements with new emphasis on:
 - Verify Shear Wall Bracing installation
 - Verify Wind Bracing installation
 - Verify Sheathing installation
 - Verify Floor to Floor/Foundation connections for Wind Shear
 - No Siding or Brick Veneer to be installed at this stage
 - Mechanical, Electric, Plumbing and Fire Systems rough-ins inspected.
 - Verify MEP installation did not compromise framing.
 - Insulation Inspection – Close in Inspection
 - Final Inspection
 - Verify Insulation in Attic and Unfinished Basements



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Frederick County Driveway Permit
Pre-Construction Inspection

July 1, 2010

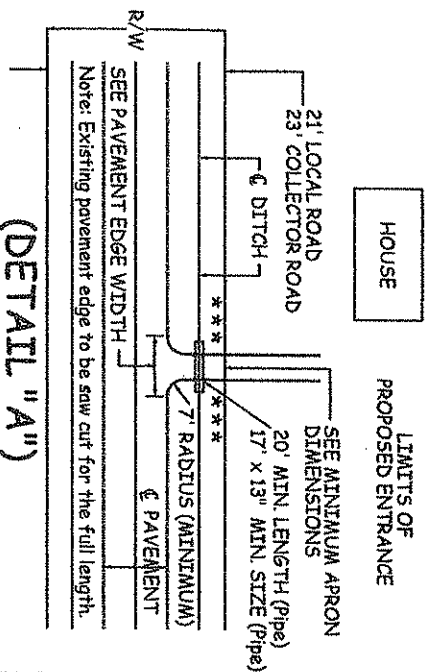
Goal: To help ensure that the applicant/contractor installs driveway aprons correctly and to avoid making major revisions to the work after the inspection, DPDR is proposing a mandatory Pre-construction meeting/inspection.

Proposed Pre-Construction Agenda:

- Review of approved plans. The driveway apron must be located as shown on the approved plan/plat. Driveway apron construction/installation must comply with ALL Notes, Conditions, Details, Drawings, or Specifications.
- Determine location of centerline of drive off the lot line.
- Verification of sight distances.
- Verification of apron dimensions.
- Review of materials to be used.
- Determine that proper drainage will be maintained at all times.
 - The apron and surrounding area must be installed/graded to allow the unrestricted passage of water flow.
 - The apron MUST drain away from the County road.
- Determination of swale location.
- Determination of pipe size & location.

SPECIFICATIONS FOR RESIDENTIAL DRIVEWAY INSTALLATION OPEN SECTION ROADWAY ONLY

PIPED ENTRANCE



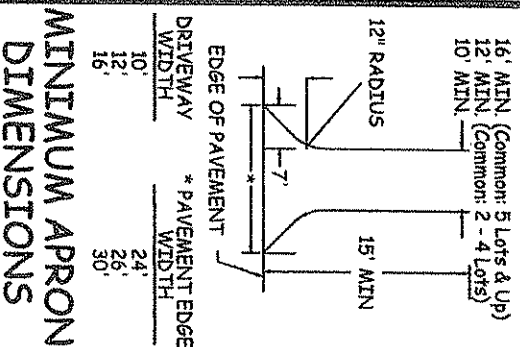
(DETAIL "A")

DRIVEWAY PIPE SIZES
 17 x 13 ALCPMA * 28 x 20 ALCPMA *
 23 x 15 ALCPMA * 33 x 24 ALCPMA *
 24 x 18 ALCPMA * 42 x 29 ALCPMA *
 * Must have metal end-sections

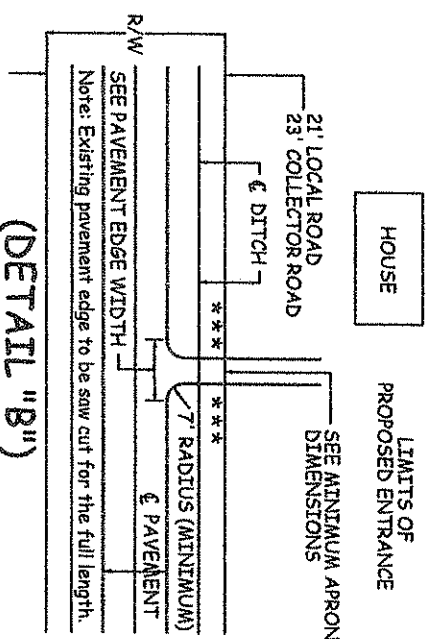
1. NOTE: ALL C&D TO BE ALUMINIZED, TYPE 2 COATED.
2. NOTE: OTHER PIPE SIZES AND MATERIALS MUST BE APPROVED BY DDPR ENGINEERING.

All dimensions are minimum and may be exceeded provided drainage is not affected.

Note: All Construction shall comply with the Permit and these Specifications. Backfill, seed and straw around edges of apron prior to final inspection.



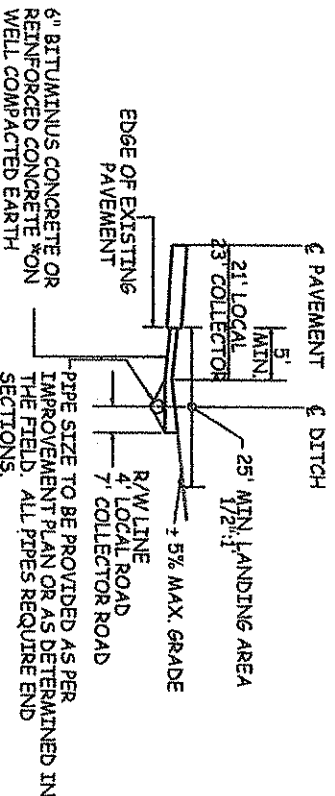
SWALED ENTRANCE



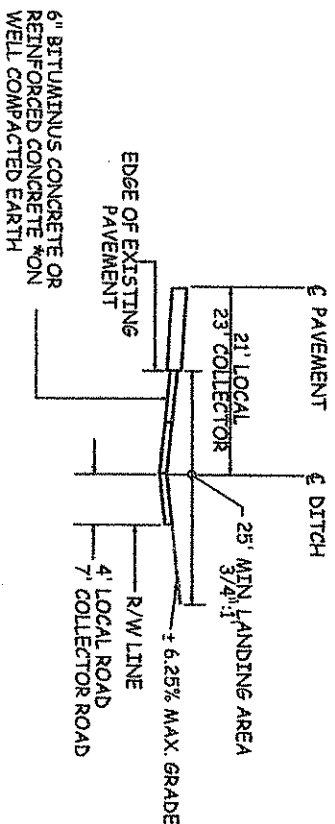
(DETAIL "B")

- * Common Driveway for 2 to 4 lots
- * 12' minimum width
- * Common Driveway for 5 Lots or more
- * 16' minimum width.
- * Finished slopes shall not be steeper than 2:1

STANDARD CROSS SECTION PIPED



STANDARD CROSS SECTION SWALED





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Targeted Fee Schedule Changes
Effective July 1, 2010

BUILDING PERMITS

- Residential
 - (B. 6.) - Added a new category for the establishment of a Residential Group Home within an existing Single Family Dwelling, with an associated \$164.00 fee.
- Residential Uses
 - (C.) Added the prelude to the Residential Uses fees, as follows: "When there is any combination of Addition, Attached Garage and/or Alteration or Conversion included in the scope of work, only one base fee will be charged plus the SF fee for each category of work. The base fee is the category of work with the largest SF."
 - (C.4.) Added to "Decks, covered porches and screened porches", as follows: "(each except when more than one are applied for and they are attached; then they shall be considered one structure and will be charged one fee)".
- Miscellaneous
 - (E.2.) – Extensions. Added clarification: "Temporary trailers, tents and other temporary uses of a structure cannot be extended."
 - (E.13.) – Reapplication Fee. Added "Exception: A flat rate of \$110.00 applies if only a final building inspection is needed."

ELECTRICAL PERMITS

- Residential
 - (B.10.) – Clarification that a Zoning review and fee is required for an additional meter.

PLUMBING PERMITS

No targeted fee changes.

GAMING PERMITS

- General
 - (A.3.) – New fee: "There is an administrative revision fee of \$28.00 for a change or addition to the responsible person(s) identified on a gaming permit."

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Fee Schedule
Division of Permitting and Development Review
(Effective July 1, 2010)

- I. Building Permits and Zoning Certificates
- II. Plumbing Permit and License Fees
- III. Electrical Permit and License Fees
- IV. Fire Code Plan Review and Inspection Fees
- V. Gaming
- VI. Development Review

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I. BUILDING PERMITS AND ZONING CERTIFICATES

The following fee schedule does not include applicable impact fees, excise tax, or fees charged by municipalities and other reviewing agencies.

A. General

1. All fees required by this section must be paid at the time of application.
2. Permit and zoning certificate fees are calculated for each permit and zoning certificate application.
3. Each structure, use or permit type requires a separate permit application.
4. A permit application is required for each individual condominium unit or apartment, and a separate permit application is required for the parent structure.
5. Permits and zoning certificates are non-transferable and non-assignable when property ownership has changed.
6. Gross floor area includes all finished and unfinished square footage space and is measured by the exterior dimensions. It excludes attics, stoops and crawl spaces. Any increment of a foot is dropped from the measurements.
7. A minimum fee of \$55.00 applies to all building permits.
8. A filing fee of \$28.00 must be paid on all new permit and zoning certificate applications. All other required fees are in addition to the filing fee. A filing fee is not required for revisions or extensions.
9. A site plan compliance inspection fee shall be paid on all non-residential permit applications that require site plan approval.
10. A zoning review fee of \$87.00 is charged for each new dwelling unit and a \$52.00 fee is charged for other residential uses. A zoning review fee of \$215.00 is charged for the principal nonresidential use of a property. A \$52.00 fee is charged for all other nonresidential uses. A \$28.00 zoning review fee is charged for all business license requests.
11. A driveway permit fee of \$71.00 is charged for the review and inspection of a new driveway apron on a County maintained road. The fee is also charged for the review and inspection of an existing driveway apron in conjunction with a new one or two family dwelling Building Permit, except when dwelling is a replacement dwelling, unless a new driveway apron is installed.
12. A filing fee of \$28.00 must be paid on all home occupation permit applications. If a proposed home occupation is determined to have a minor impact, an additional \$52.00 will be required.

13. A zoning review fee of \$52.00 shall apply to all zoning certificate applications for a use that does not require a building permit (including land uses, agriculture buildings determined to be exempt from the building code, etc.) in addition to the \$28.00 filing fee.
14. An automation enhancement fee of \$10.00 applies to all building permit applications received on or after September 1, 2009. This fee does not apply to driveway permits, home occupation permits, or zoning certificates that do not require a building permit.

B. Residential

1. New construction, Single Family detached dwelling unit,
per dwelling unit:
 - 4,000 SF or less \$823.00
 - More than 4,000 SF and less than 6,500 SF. \$987.00
 - 6,500 SF or more \$1316.00
2. New construction, One- and Two- Family attached dwelling unit,
(i.e. townhouse, duplex, etc.), per dwelling unit:
 - 3,000 SF or less \$604.00
 - More than 3,000 SF \$713.00
3. New construction, condominiums & apartments
 - Parent structure \$219.00
 - Each dwelling unit \$439.00
4. Accessory apartment \$219.00
(associated with a principal residential dwelling unit)
5. Mobile home (*including landings, porches, decks*)
 - Without basement \$164.00
 - With basement \$330.00
6. Establishment of a Group Home (of no more than 5 persons
requiring care) within an existing Single Family Dwelling unit. \$164.00

C. Residential Uses

When there is any combination of Addition, Attached Garage and/or Alteration or Conversion included in the scope of work, only one base fee will be charged plus the SF fee for each category of work. The base fee is the category of work with the largest SF.

1.	Additions	\$219.00 plus \$0.21/SF
2.	Garages and Pole Buildings	\$164.00 plus \$0.21/SF
3.	Accessory structures (including sheds, gazebos, carports, pavilions, solar arrays & wind turbines)	
	• 399 SF or less (a building permit is not required if less than 150 SF except for solar arrays and wind turbines)	\$105.00
	• 400 SF or more	\$164.00
4.	Decks, covered porches and screened porches (each except when more than one are applied for and they are attached; then they shall be considered one structure and will be charged one fee).	
	• 500 SF or less	\$82.00
	• Over 500 SF	\$105.00
5.	Private swimming pools and hot tubs	
	• Above ground (including fence/barrier inspection)	\$55.00
	• In ground (including fence)	\$164.00
6.	Demolition	\$55.00
7.	Alteration or Conversion	\$82.00 plus \$0.21/SF
8.	Single Inspection permit (<i>applications requiring a single inspection only, i.e. woodstove, h/c ramp, etc...</i>)	\$55.00
9.	Tanks *An exemption may be requested if an underground hazardous substance storage tank is being replaced in accordance with §1-6-50 of the Frederick County Code.	\$55.00*
10.	Retaining Wall	\$82.00
D.	<u>Non-Residential</u> (Separate Fire, Electrical and Plumbing Permits required)	
1.	New building or additional floor area, including mezzanines	\$0.21/SF
2.	Core Building Permit	\$0.21/SF

Includes:

- *Shell of the building (footings, foundation walls, exterior walls, roof construction, interior slab with perimeter insulation, underground utilities to 6" above slab, temporary interior power)*
- *Innermost building elements (stair enclosure, elevator shaft, sprinkler room and piping, fire pump, emergency lighting, exit signage and fire alarm)*
- *Central core facilities (construction of above/below grade floor, restrooms, core building finishes, electric outlets and exterior walls insulated) in the central core areas only*

The remainder of the building area shall include groundwork plumbing only and one electrical house service. Separate building permits shall be required for any work other than described herein and for each tenant occupancy.

- | | | |
|-----|--|-----------|
| 3. | Vanilla Box
Building tenant space, separate building permit for tenant required
<i>(includes all of core building permit requirements plus essential leaseable elements with undefined tenant including finished interior walls, ceiling and lighting complete, floors, fire sprinklers, all life safety elements, restrooms, and all plumbing and electric)</i> | \$0.21/SF |
| 4. | Tenant Occupancy
<i>(includes change of use, first occupant, new tenant fit-out of all occupied area)</i> | \$0.21/SF |
| 5. | Existing Tenant, Interior Alteration | \$0.21/SF |
| 6. | Tenant Occupancy
<i>(no construction or change of use; previously occupied)</i> | \$55.00 |
| 7. | Foundation only | \$55.00 |
| 8. | Signs <ul style="list-style-type: none"> • All except free standing \$23.00 for each sign or \$55.00 min. • Free standing \$55.00 for each sign or \$82.00 min. | |
| 9. | Trailers <ul style="list-style-type: none"> • Temporary <i>(including decks, porches, ramps)</i> \$82.00 • Permanent <i>(including decks, porches, ramps)</i> \$164.00 | |
| 10. | Demolition | \$55.00 |
| 11. | Retaining wall | \$82.00 |
| 12. | Tanks | \$55.00 |
| 13. | Temporary Tent | \$55.00 |

E. Miscellaneous

1. Refunds:

Filing fees are non-refundable and non-transferable. In the case of an abandonment or discontinuance of a project that has been issued a permit or for which a permit application has been made and, upon cancellation, 50 percent of the fee paid, less the minimum fee may be refunded, provided (1) No construction has occurred, (2) The request for refund is received prior to the expiration date of the permit, and (3) The building permit and placard are returned. The request must be made on a form provided by the County. Revoked, suspended, expired or invalid permits are not eligible for refunds.

2. Extensions:

The fee to extend a building permit or application is as follows:

- | | |
|-------------------------------|--------------------|
| • Residential (B1 – B6) | \$110.00 |
| • Residential Uses (C1 – C10) | minimum permit fee |
| • Non Residential (D1 – D5) | \$110.00 |
| • Non Residential (D6-D12) | minimum permit fee |

Each request to extend an application or a permit shall be made in writing with justification and received in advance of expiration date. Each extension for an application shall not exceed six months. Each extension for an issued permit shall not exceed one year. Expired permits are not eligible for an extension. Temporary trailers, tents and other temporary uses of a structure cannot be extended.

3. Administrative Revisions:

Administrative revisions to permits or permit applications are \$28.00. This fee is not applicable when revision requires plans to be resubmitted for review.

4. Additional Plan Review Charges:

(For revisions that are in direct response to a plan review comment)

a. Residential

The first plan revision or resubmittal is reviewed at no additional charge. The second plan revision or resubmittal is an additional 25% of the original fee, and the third and subsequent plan revision or resubmittal is at 50% of the original fee.

- b. Non-Residential
The first two plan revisions or resubmittals are reviewed at no additional charge. The third plan revision or resubmittal is an additional 25% of the original fee, and the fourth and subsequent plan revision or resubmittal is at 50% of the original fee.
5. Applicant Initiated Revisions:
(For revisions that are not in response to a plan review comment. Revisions that are in direct response to a plan review comment are in accordance with section (4) above)
- New Residential (*outlined in B above*) \$110.00
 - Residential Uses (*outlined in C above*) \$28.00
 - Non-Residential (*outlined in D above*) \$110.00 plus \$0.21/SF of revised area
6. Inspection Fees
- a. Initial inspection of sites or property where work has occurred without a permit is \$219.00 in addition to regular permit fees.
- b. Residential
First inspection and one re-inspection of the same inspection type for permitted work is included in the permit fee. Each subsequent inspection (re-inspection) is \$55.00. The re-inspection fee must be paid before scheduling the next inspection type.
- c. Non-Residential
Partial inspections are allowed for approved phased construction. No more than four (4) phases are allowed under each permit. The permit fee includes the first inspection and one re-inspection of the same inspection type for each phase. Each subsequent inspection (re-inspection) in a particular phase is \$55.00. The re-inspection fee must be paid prior to the final inspection.
7. Temporary (not exceeding 90 days) Certificate Of Occupancy - Non-Residential only \$330.00
(Request must be made in writing & fee paid at time of request)
8. Verification of Records and Certificate of Occupancy
Research request shall be in writing on appropriate form and fee paid at the time of request.
- Residential Certificate of Occupancy, \$55.00
(per address)
 - Non-residential Certificate of Occupancy \$110.00
(per address or tenant space)

- All others \$28.00
9. Site plan compliance inspection fee is \$330.00, plus \$110.00 for each permit associated with a site plan at the time of initial permit application. First inspection and one re-inspection is included in original fee. Each subsequent inspection (or re-inspection) is \$55.00.
 10. Expedited Certificate of Occupancy \$82.00
 11. Facsimile transmittal of Certificate of Occupancy \$28.00
 12. Additional Staffing Complement of Consultants is charged by the actual cost incurred by the County, in addition to regular fees assessed.
 13. Reapplication Fee
 - a. Residential dwelling unit 50% of current permit fee
 - Original building permit has been issued and has expired or the property ownership has changed, and;
 - A minimum of one approved building code inspection has been obtained, and;
 - The dwelling unit is completely "under roof"

Exception: A flat rate of \$110.00 applies if only a final building inspection is needed.
 - b. Any residential use (other than a new dwelling unit) that only requires a final inspection shall be the minimum permit fee.

II. PLUMBING PERMIT AND LICENSE FEES

A. General

1. All fees required by this section must be paid at the time of application.
2. A minimum fee of \$55.00 applies to all residential plumbing permits.
3. A minimum of \$110.00 applies to all non-residential permits.
4. Projects requiring multiple building permits will require multiple plumbing permits.
5. The plumbing permit revision fee is \$28.00, which is in addition to other appropriate fees in this chapter.
6. An automation enhancement fee of \$10.00 applies to all plumbing permit applications received on or after September 1, 2009.

B. Residential

1. New construction, One- and Two- Family detached dwelling unit, per dwelling unit:
 - 4,000 SF or less
 - a. Including gas \$356.00
 - b. Excluding gas \$302.00
 - More than 4,000 SF and less than 6,500 SF
 - a. Including gas 411.00
 - b. Excluding gas \$356.00
 - 6,500 SF or more
 - a. Including gas \$466.00
 - b. Excluding gas \$411.00
2. New Construction, One and Two Family attached dwelling unit, per dwelling unit
 - 3,000 SF or less
 - a. Including gas \$350.00
 - b. Excluding gas \$302.00
 - More than 3,000 SF
 - a. Including gas \$411.00
 - b. Excluding gas \$356.00

3.	New construction, multi-family, per dwelling unit (includes apartments and condominium dwelling units)	
	a. Including gas	\$356.00
	b. Excluding gas	\$302.00
	c. Parent Structure	\$55.00
4.	Mobile Home	
	a. Including gas	\$274.00
	b. Excluding gas	\$219.00
5.	Additions, Alterations & Accessory	
	• 1 – 4 plumbing fixtures	\$82.00
	• 5 – 9 plumbing fixtures	\$137.00
	• 10 or more plumbing fixtures	\$192.00
6.	Swimming pools & Hot tubs	\$55.00
7.	Boilers, steam and hot water equipment installation	\$55.00/per unit
8.	Water-cooled air conditioning, refrigeration, Machinery, and compressor installation	\$55.00/per unit
9.	Replacement or new single fixture installation (applications requiring a single inspection only)	\$55.00
10.	Gas Permit only	\$82.00
11.	Utility	
	• With Certificate of Occupancy inspection (public or private)	\$169.00
	• Without Certificate of Occupancy inspection (public or private)	\$126.00
12.	Demolition	\$55.00
C.	<u>Non-Residential</u>	
1.	Core Building (includes innermost building elements as described in building fee schedule 1.D(2)).	\$110.00

2.	Plumbing fixtures	\$23.00 for each fixture or \$110.00 min.
3.	Gas appliances	\$137.00/ service or service stub
4.	Utility	
	• With Certificate of Occupancy inspection (public or private)	\$169.00
	• Without Certificate of Occupancy inspection (public or private)	\$126.00
5.	Demolition	\$110.00

D. Exams & Licenses

1.	Plumbing Exams	
a.	Homeowners Plumbing Exam	\$16.00
2.	Licenses and License(s) Renewals	
a.	Master Plumber (new)	\$232.00
b.	Master Plumber (2 year renewal)	\$202.00
c.	Journeyman Plumber (new or 2 year renewal)	\$55.00
d.	Septic Installers (new or 2 year renewal)	\$126.00
e.	Appliance Installer (new or 2 year renewal)	\$126.00
f.	Utility Installer (new)	\$232.00
g.	Utility Installer (2 year renewal)	\$202.00
h.	Late Fee (in addition to a – g)	\$55.00

The fee for a new license application received in the last 3 months of a licensing period (after August 13th and before November 13th of the odd numbered year) shall be 50% of the regular license fee.

E. Miscellaneous

1. Minimum plumbing and gas permit fees are non-refundable. License fees are non-refundable. In the case of an abandonment or discontinuance of a project or a permit, the permit applicant may return the permit or the permit application for cancellation, and upon cancellation, may be refunded, less the minimum fees, provided (1) No plumbing work has occurred and (2) The written request for the refund is received prior to the expiration date of the permit. All other fees are non-refundable. Revoked, suspended, expired or invalid permits or licenses are not eligible for refunds.

2. Extensions:
The Fee to extend a plumbing permit is the minimum permit fee. Each request to extend a permit shall be made in writing. Each extension request can only be made for one year.
3. Inspection Fees
 - a. Initial inspection of sites or property where work has occurred without a permit is \$219.00 in addition to regular permit fees.
 - b. Residential
First inspection and one re-inspection of the same item or stage of construction for permitted work is included in the permit fee. Each subsequent inspection (re-inspection) is \$55.00. The re-inspection fee must be paid before additional inspections are scheduled.
 - c. Non-Residential
Partial inspections are allowed for approved phased construction. No more than four (4) phases are allowed under each permit. The permit fee includes the first inspection and one re-inspection of the same inspection type for each phase. Each subsequent inspection (re-inspection) in a particular phase is \$55.00. The re-inspection fee must be paid prior to the final inspection.
4. Permit transfer fee from homeowner to licensed plumber is \$55.00.
5. A \$219.00 administrative fee is charged for all requests made for Plumbing Board consideration.
6. Grease trap approval by administrative authority request is \$110.00 per permit.
7. Reapplication Fee
(For plumbing permits that have been issued and expired or the property ownership has changed and only the final inspection is required)

50% of current fee but
not less than minimum

III. ELECTRICAL PERMIT AND LICENSE FEES

A. General

1. All fees required by this section must be paid at the time of application.
2. A minimum fee of \$55.00 applies to all residential electrical permits.
3. A minimum fee of \$147.00 applies to all non-residential electrical permits.
4. Projects requiring multiple building permits will require multiple electrical permits.
5. A separate permit is required for each multi-family dwelling unit (apartments and condos) and for common areas and house panel combined.
6. The electrical permit revision fee is \$28.00, which is in addition to other appropriate fees in this chapter.
7. An automation enhancement fee of \$10.00 applies to all electrical permit applications received on or after September 1, 2009.

B. Residential

1. New construction, One- and Two- Family dwelling unit,
includes low voltage work by same contractor on same application:
 - Up to 200 amp service \$246.00
 - 201 to 400 amp service \$330.00
 - More than 400 amp service \$455.00
2. Mobile Home \$110.00
(includes low voltage work by same contractor on same application)
3. New construction, multi-family, per dwelling unit
(includes apartments & condominium dwelling units)
 - Each unit \$330.00
 - House panel and common area \$336.00
4. Alterations, Additions & Accessory Structures \$164.00
(includes low voltage work by same contractor on same application.
Includes subpanel but not heavy up.)
5. Minor Electrical Permit \$55.00
(applications requiring a single inspection only)

6.	Low Voltage Permit only	\$139.00
7.	Swimming Pools and Hot Tubs (including motors, lights, receptacles & bonding)	
	• Above ground	\$55.00
	• In ground	\$164.00
8.	Heavy Up	\$55.00
9.	Re-introduction of service or service repair	\$82.00
10.	Add additional meter (Zoning review required)	\$82.00 plus \$52.00 zoning review fee
11.	Temporary Construction Service	\$55.00
12.	Demolition	\$55.00

C. Non-Residential

1.	Wiring and Fixtures (not including low voltage, does include all switches, lighting and receptacles to be counted as outlets)	
	• 1 - 50 outlets	\$219.00
	• Each additional 25 outlets or fraction thereof	\$33.00
2.	Low Voltage (Fire Protection, Security, Alarms, Central Vac, Intercom, etc.)	
	• 1 - 50	\$219.00
	• Each 50 devices or fraction thereof	\$28.00
3.	Pneumatic Circuits	
	• First 2 circuits	\$219.00
	• Each 50 Devices or fraction thereof	\$5.00
4.	Baseboard Heat, cooking equipment & similar appliances	
	• Single unit	\$38.00
	• Each additional group of 10 units or fraction thereof	\$38.00
5.	Service Meter Equipment and Feeders	

	• Not over 100 amps	\$37.00
	• Over 100 to 225 amps	\$43.00
	• Over 225 to 400 amps	\$72.00
	• Over 400 to 1000 amps	\$129.00
	• 1000 amps to 2000 amps	\$218.00
	• Over 2000 amps	\$324.00
6.	Motors-Generators-Transformers	\$33.00 each
7.	Central Heating & Air Conditioning Units, Electrical Furnaces, and Welders	\$33.00 each
8.	Primary Transformers, Vaults-Enclosures-Substations	
	• Not over 200 KVA	\$103.00
	• Over 200 KVA to 500 KVA	\$147.00
	• Over 500 KVA	\$218.00
9.	Signs	\$58.00 each
10.	Non Residential Swimming Pool or Hot Tub (includes 2 bonding inspections, outlets and motors)	\$219.00 each
11.	Site/Street Lighting	
	• 1 – 25 fixtures	\$147.00
	• Each additional 25 fixtures or fraction thereof	\$33.00
12.	Heavy up only	\$55.00 each additional 100 amps
13.	Temporary Construction, Sales or Office Trailer	\$147.00 each
14.	Temporary Construction Service	\$147.00
15.	Certification of Protective Signaling System	\$147.00
16.	Demolition	\$147.00
D.	<u>Exams and Licenses</u>	
1.	Electrical Exams	
	a. Frederick County Master Electrician Exam	\$55.00
	b. Homeowner Exam	\$16.00

2. Licenses and Licenses Renewals

a.	Master Electrician (General)	\$235.00
b.	Master Electrician (Limited)	\$235.00
c.	Master Electrician (Restricted)	\$235.00
d.	Renewals (all categories)	\$202.00
e.	Late fee (in addition to a - d)	\$55.00

The fee for a new license application received in the last 3 months of a licensing period (after March 30th and before June 30th of the odd numbered year) shall be 50% of the regular license fee.

3. Letter of Reciprocity \$55.00

E. Miscellaneous

1. Minimum electrical permit fees are non-refundable. License fees are non-refundable. In the case of an abandonment or discontinuance of a project or a permit, the permit applicant may return the permit or the permit application(s) for cancellation, and upon cancellation, may be refunded, less the minimum fees, provided: (1) No electrical work has occurred and (2) The written request for the refund is received prior to the expiration date of the permit. All other fees are non-refundable. Revoked, suspended, expired or invalid permits or licenses are not eligible for refunds.
2. Extensions
The Fee to extend an electrical permit is the minimum permit fee. Each request to extend a permit shall be made in writing. Each extension request can only be made for one year.
3. Reapplication Fee 50% of current fee but not less than minimum
(For electrical permits that have been issued and expired or the property ownership has changed and only the final inspection is required)

F. Inspection Fees

1. Initial inspection of sites or property where work has occurred without a permit is \$219.00 in addition to regular permit fees.
2. Residential
First inspection and one re-inspection of the same item or stage of construction for permitted work is included in the permit fee. Each subsequent inspection (re-inspection) is \$55.00. The re-inspection fee must be paid before additional inspections are scheduled.

3. Non-Residential
Partial inspections are allowed for approved phased construction. No more than four (4) phases are allowed under each permit. The permit fee includes the first inspection and one re-inspection of the same inspection type for each phase. Each subsequent inspection (re-inspection) in a particular phase is \$55.00. The re-inspection fee must be paid prior to the final inspection.
4. Permit transfer fee from homeowner to licensed electrician is \$55.00.
5. A \$219.00 administrative fee is charged for all requests made for Electrical Board consideration.

IV. FIRE CODE PLAN REVIEW & INSPECTION FEES

- A. Life Safety Code Review \$0.12/SF
(in combination with non-residential building permits and development review plans)
1. All fees required by this section must be paid at the time of building permit application.
 2. Gross floor area includes all finished and unfinished square footages and is measured by the exterior dimensions.
 3. A minimum plan review fee of \$200.00 applies to all applicable development review plans.
 4. A minimum plan review fee of \$114.00 applies to all applicable non-residential building permits.
 5. Refunds:
In the case of an abandonment or discontinuance of a project that has been issued a permit or for which a permit application has been made, the permit applicant may return the permit for cancellation and, upon cancellation, 50 percent of the fee paid, less the minimum fee may be refunded, provided (1) No construction has occurred, and (2) The written request for refund is received prior to the expiration date of the permit. Revoked, suspended or invalid permits are not eligible for refunds.
 6. Additional Plan Review Charges
(For revisions that are in direct response to a plan review comment.)
 - Non-Residential
The first two plan revisions or resubmittals are reviewed at no additional charge. The third plan revision or resubmittal is an additional 25% of the original fee, and the forth and subsequent revisions are at 50% of the original fee.
 7. Applicant initiated revisions
(For revisions that not in response to a plan review comment. Revisions that are in direct response to a plan review comment are in accordance with section 6 above.)
 - Non-Residential \$110.00 plus
\$0.12/SF of revised area
 8. Inspection Fees
 - a. Initial inspection of sites or property where work is proceeding without a permit is \$219.00 in addition to regular permit fees.

- b. Non-residential
Partial inspections are allowed for approved phased construction. No more than four (4) phases are allowed under each permit. The permit fee includes the first inspection and one (1) re-inspection of the same inspection type for each phase. Each subsequent inspection (re-inspection) in a particular phase is \$55.00. The re-inspection fee must be paid prior to any subsequent inspections.

- | | | |
|-----|--|----------|
| 9. | Flammable or Combustible Liquid/Gas Storage Tanks
Includes plan review and inspection per permit (exception: Tanks used to provide fuel to heat or other utility service to a building) | \$169.00 |
| 10. | Outside Storage of Flammable or Combustible Material | |
| | • Plan Review Fee, per acre | \$169.00 |
| | • Inspection Fee, per acre
(scrap tires, tree stumps, lumber, drums of flammable or combustible materials, etc.) | \$169.00 |
| 11. | Emergency Generator Test Per Generator | \$169.00 |

B. Fire Protection Systems Permit
(separate from building permit application)

1. A non-refundable filing fee of \$29.00 applies to all Fire permits. Fire permits are required for the following:
 - Installation/modification to any fire alarm and detection systems
 - Installation/modification to any suppression system and fire pump
 - Installation/modification to any smoke control system

Final payment of all fees are due at release of permit.
2. An automation enhancement fee of \$10.00 applies to all fire permit applications received on or after September 1, 2009.
3. **Suppression Systems & Fire Pumps**
The fees include the plan review and inspection of shop drawings, hydraulic calculations, piping, control valves, connections and other related equipment and appurtenances. Also included are one hydrostatic test, one final acceptance test, one underground fire main flush and one underground hydrostatic test.

- NFPA 13,13R and Foam Systems

a.	Plan Review, \$2.00 per sprinkler head	\$114.00 Min.
b.	Inspection, \$2.00 per sprinkler head	\$169.00 Min.
c.	Witness of Fire Main Flush (beyond initial test)	\$169.00
d.	Witness of Underground Fire Main Hydrostatic Test (beyond initial test)	\$255.00
e.	Additional Hydrostatic Tests (Beyond Initial Test)	\$255.00
f.	Deluge/Dry Pipe Test	\$169.00
g.	Pneumatic Test of Dry Sprinkler System	\$169.00
h.	Forward Flow Test of Backflow Preventer Per Test	\$169.00

Exception: A flat rate of \$169.00 applies for 10 sprinkler heads or less and includes plan review and inspection.

- NFPA 13D Systems (sprinkler systems)

The fees include the plan review and inspection of shop drawings, hydraulic calculations, piping, control valves, connections and other related equipment, one hydrostatic test and one final acceptance test.

a.	Plan Review, per sprinkler system, Per model, per development (i.e. a row of townhouses not to exceed 7)	\$114.00
b.	Inspection, per sprinkler system	\$169.00

Exception: A flat rate of \$169.00 applies for 10 sprinkler heads or less and includes plan review and inspection.

4. NFPA 14 (Standpipe Systems)

The fees include the plan review and inspection of a complete system of shop drawings, piping, control valves, connections and other related equipment and appurtenances. Also, one flush test, one hydrostatic test and one final acceptance test of the installed system.

a.	Plan Review, per Riser	\$169.00
b.	Inspection, per Riser	\$169.00

5. NFPA 20 (Fire Pumps)

The fees include the plan review and inspection of a complete system of pumps and all associated valves, piping controllers, driver and other related equipment and appurtenances. Also, one pump acceptance test per pump.

a.	Plan Review Fee	\$169.00
b.	Inspection Fee	\$342.00

6. Fire Alarm and Detection Systems

The fees include the plan review and inspection of a complete system of wiring, controls, alarm/detection equipment, audio/visual devices and related appurtenances. Plus one final acceptance test of the install system. A separate electrical permit is required.

- Plan Review, per story \$169.00 plus
\$3.00 per fire alarm
initiating/indicating device
- Inspection, per story \$169.00 plus
\$3.00 per fire alarm
initiating/indicating device

Exception: A flat rate of \$169.00 applies if 10 or less fire alarm notification devices and includes plan review and inspection.

7. NFPA 17A (Hood Suppression Systems)

The fees include the plan review and inspection of a complete system of piping, controls, and equipment and appurtenances. Also, one performance or acceptance test of the installed system

- Plan Review Fee, per system \$169.00
- Inspection Fee, per system \$169.00

8. Other Chemical Extinguishing Systems

The fees include the plan review and inspection of a complete system of piping, controls and equipment and appurtenances. Also, one performance or acceptance test of the installed system.

- a. Plan Review, per system \$169.00
- b. Inspection, per system \$169.00

9. Smoke Control System

The fees include the plan review and inspection of system components and one performance or acceptance test per installed system.

- Plan Review, per system \$227.00
- Inspection, per system \$169.00

10. Additional Plan Review Fees

(For revisions that are in direct response to a plan review comment)

- 1st Revision No charge
- 2nd Revision 25% of original fee
- 3rd and all subsequent revisions 50% of original fee

11.	Applicant initiated revisions (For revisions that are not in response to a plan review comment. Revisions that are in direct response to a plan review comment are in accordance with 10 above)	50% of the original fee or \$114 min.
12.	Technical Services and Preliminary Walk-thrus	\$114.00/hour or fraction thereof
13.	Re-inspection Fees – Violations Life Safety Inspections	
	• 1 st Re-inspection	Included in fee
	• 2 nd Re-inspection	\$55.00
	• 3 rd Re-inspection	\$110.00
	• 4 th and subsequent re-inspections	\$164.00
14.	Re-inspection Fees – Not Ready Fire Permits Inspections	
	• 1 st Re-inspection	\$274.00
	• 2 nd Re-inspection	\$548.00
	• 3 rd Re-inspection	\$1,097.00
15.	Expedited Plan Review – Applicant Request (In addition to plan review fees)	
	• 1 st Hour	\$227.00
	• Each additional hour or fraction thereof	\$114.00
16.	After Hours Inspections – Applicant Request (In addition to inspection fees)	
	• 1 st Hour	\$227.00
	• Each additional hour or fraction thereof	\$114.00
17.	Alternative Evaluation Process Fee, per request	\$169.00
18.	Additional Staffing Complement of Consultants (in addition to fees assessed)	Actual cost incurred by County
19.	Investigation Fee (i.e. working without a permit)	\$274.00

V. GAMING

A. General

1. All fees required by this section must be paid at the time of application. Please reference Frederick County Gaming Ordinance 93-02-066 for definitions.
2. Permits are issued annually for a calendar year from January to December, excluding carnival permits, single occurrence, and three month permits. All gaming permits issued annually expire December 31st.
3. There is an administrative revision fee of \$28.00 for a change or addition to the responsible person (s) indentified on a gaming permit.

B. Permit Issuance Fees

1. Bingo \$55.00/annually
2. Raffle \$55.00/annually
3. Tip jar and Punchboards
 - a. On Premise \$181.00
 - One year permit if the tip jar or punchboard will be operated solely by the non-profit organization for its own benefit on its own premises or premises owned by another non-profit organization.
 - Carnival permit (event not to exceed 10 days) \$121.00
 - Single occurrence not to exceed three days \$82.00
 - b. Off Premise (operated by a licensed bar or tavern for the benefit of a non-profit organization)
 - One year permit \$820.00
 - Three month permit (quarterly) permit \$205.00
(must be consecutive months)
4. Gaming event (not including bingo, Raffle, tip jar or punchboard) \$55.00/annually
5. Volunteer Fire, Rescue, Ambulance or Auxiliary Groups \$110.00
 - Annual gaming permit entitling it to operate for its own benefit:
 - a. Bingo games

- b. Tip jar and punchboards in conjunction with bingo games
 - c. Raffles
 - d. Any gaming event as specified in Section 1-2-108
 - e. Any or all of the above for a one week period once annually in conjunction with a volunteer fireman's carnival
- Tip jars and punchboards not operated by the organization but for its benefit shall pay fees in accordance with 3(b) above and 6(a) below

6. Distributor License \$2,194.00 annually
- a. Bag Fee
- If projected profit from the tip jar or Punchboard is \$0 to \$100 \$2.00/bag or punchboard
 - If projected profit from tip jar or Punchboard is over \$100 \$2.00/bag or punchboard for each \$100, or fraction thereof, of projected profit

VI. DEVELOPMENT REVIEW FEES

A. General

All fees required by this section must be paid at the time of application.

B. Subdivision Plats

(also see applicable APFO fee under (E) below)

1. Preliminary Plats
 - Planning \$2,852.00 plus \$7/acre plus \$28/lot
 - Engineering \$823.00
2. Preliminary Plat Extension Requests
 - Planning \$1,427.00
 - Engineering \$411.00
3. Combined Preliminary Plat/Site Plan (residential only)
 - Planning \$4,593.00 *plus*
\$7/acre (res.) *plus*
\$38/lot or dwelling unit (whichever is greater)
 - Engineering \$1,644.00
4. Combined Preliminary/Final Plats
 - Planning (requiring FcPc review) \$2,679.00
 - Planning (requiring staff review only) \$1,582.00
 - Engineering \$273.00
5. Final Plats
 - Planning \$670.00 plus \$28/lot
 - Engineering \$134.00
6. Court Action
 - Planning \$1,109.00
 - Engineering \$91.00
7. Addition, Farm Lot Outlot, and Public Taking Plats
 - Planning \$1,075.00
 - Engineering \$135.00
8. Correction Plats
 - Planning \$446.00
 - Engineering \$135.00
9. Condo Plats
 - Planning \$867.00
 - Engineering \$135.00

10. Combination Plats as approved by staff (including addition, farm, public taking and correction) are the cumulative fee of each individual plat type, listed above.
 11. Recordation \$55.00
- C. PUD/MXD Plans
(see also applicable APFO fee under subsection (E) below)
1. Phase II (PUD)
 - Planning \$5,484 plus \$28/acre
 - Engineering \$359.00
 2. Phase II Execution Plan (MXD)
 - Planning \$4,593.00 plus \$7/acre (res.) or
\$88/acre (non res.) *plus*
\$38.00/lot or dwelling unit (whichever is greater)
 - Engineering \$1,644.00
 3. Phase III (PUD or MXD)
 - See fees under subsection B(1) above
- D. Site Plans
(also see APFO fee under (E) below)
1. Residential (Type I)
 - Planning \$2,578.00 plus \$10/lot or dwelling unit(whichever is greater)
 - Engineering \$411.00
 2. Commercial/ Non-Residential (Type I)
 - Planning \$2,578.00 plus \$88/disturbed acre
 - Engineering \$823.00
 3. Revisions (after FcPc approval but prior to vesting plan or after construction has vested original site plan)
 - a. Administrative (Type III) \$219.00
 - b. Staff Level Review (Type II)
 - Planning \$758.00
 - Engineering \$272.00
 - c. Planning Commission Review (Type I)
(same as fees charged for D(1) and D(2) above)
 4. Site Plan Extension Requests (administrative only) \$330.00

E. Adequate Public Facilities Ordinance (APFO) Review Fees

1.	Exemption Request	\$55.00
2.	Application Fee	\$219.00
3.	Study Fee	
a.	Roads	15% of the consultant contract amount
b.	Schools	
	• 1 to 5 new lots or dwelling units	\$100.00
	• 6 to 100 new lots or dwelling units	\$500.00
	• 101 to 500 new lots or dwelling units	\$750.00
	• Over 500 new lots or dwelling units	\$1,500.00
c.	Water & Sewer	
	• See DUSWM fee schedule	
4.	Execution Fee	
	• No LOU required	\$100.00
	• LOU required, 5 or fewer escrow accounts and no physical improvements	\$385.00
	• LOU required, all other	\$2,000.00
	• LOU modification, replacement, etc.	\$385.00

F. Miscellaneous Requests

1.	Ag Cluster/ RC Cluster/Sketch/Concept Plans	
	• Planning	\$891.00
	• Engineering	\$134.00
2.	Residential Cluster Plans	
	• Planning	\$1,115.00
	• Engineering	\$134.00
3.	Modifications	
a.	Single Modification, not associated with a plan receiving FcPc review	
	• Planning	\$758.00
	• Engineering	\$181.00

b. Single modification associated with a plan receiving FcPc review

- Planning \$110.00/modification
- Engineering \$110.00/modification

G. FRO

1. Review Fees

- a. Banking Projects \$219.00
- b. Combined Preliminary/Final Forest Conservation Plan with no onsite forest & proposed purchase of banking credits or Fee-in-Lieu \$219.00
- c. Combined Preliminary/Final Forest Conservation Plan with onsite forest or proposed planting \$439.00
- d. Preliminary Forest Plans \$219.00 *plus*
\$2/gross acre
- e. Final Forest Plans \$219.00 *plus*
\$1/gross acre
- f. Additional deed or other documents not included in original submission \$55.00
- g. NRI/FSD-simplified \$75.00 plus \$1.00/acre
- h. NRI/FSD- intermediate/full \$219.00 plus \$2.00/acre

2. Inspection Fees

- Developer & Banking Projects \$174.00 base *plus*
1.1% of 1st \$30,000 of cost estimate *plus*
½ of 1.1% of portion of cost estimate over \$30,000

3. FRO Modification Requests

- a. To Planning Commission \$356.00
(prior to plan approval)
- b. FRO plan revisions 50% of new application fee
(minor changes after plan approval but prior to mitigation) at current rates
- c. Change ownership of banking project \$356.00
after deed/FIPA recordation
- d. FRO plan or easement revision after easement \$356.00
recordation or mitigation

4. Exemption Requests \$55.00/exemption

H. Verification Letters

- a. Site Plan Verification \$110.00
- b. Potential subdivision rights Verification \$274.00

c.	Lot of Record Determination	\$219.00
I.	SWM Concept Plan (as required by 2007 SWM regulations)	
	• Engineering	\$849.00
	• Planning	\$219.00
J.	SWM Development Plan (as required by 2007 SWM regulations)	
	regulations	
	• Engineering	\$411.00/plan sheet
	• Planning	\$219.00 flat rate
K.	<u>Improvement Plans</u>	
	1. Projects prior to 2007 SWM regulations	
	• Engineering	\$411.00/plan sheet
	• Planning	\$411.00 flat rate
	2. Projects as required by 2007 SWM regulations	
	• Engineering	\$219.00/plan sheet
	• Planning	\$219.00 flat rate
	3. Modification/Waiver Requests	\$272.00
	(applies to all engineering design issues	
	and during any part of the development process)	
L.	<u>Minor Improvement Plans</u>	\$411.00
M.	<u>Administrative Process Fee</u>	\$55.00
	(single lot SWM, municipal plat, etc.)	
N.	<u>Environmental Compliance</u>	
	1. Grading/SWM Permit (Administrative)	
	a. Minor Grading/Logging	\$89.00
	b. Major Grading/Logging	\$393.00
	c. Stormwater Mgmt.	\$393.00
	2. Grading/SWM Inspection	
	a. Minor Grading/Logging	\$89.00
	b. Major Grading/Logging	2.63% of approved cost estimate
	c. SWM	2.63% of approved cost estimate

3. Grading/SWM Permit Renewal (Administrative)
 - a. Minor Grading/Logging \$89.00
 - b. Major Grading/Logging \$393.00
 - c. SWM \$393.00
4. Grading/SWM Renewal Inspection
 - a. Minor Grading/Logging \$89.00
 - b. Major Grading/Logging 2.63% of remaining surety balance
 - c. SWM 2.63% of remaining surety balance
5. Public Improvements administrative document processing fee (processing of cost estimates, performance agreements, sureties, etc. for dedicated or proposed public improvements) \$383.00
6. Any applicant initiated request to replace or modify an existing Performance Agreement/Surety is \$385 383.00 per request. This includes public improvements, grading, FRO, SWM or other.

O. Miscellaneous

1. Refunds

All fees paid under this section are non-refundable and non-transferable. Exception: If a plan that was submitted and processed for review is withdrawn by the applicant, then all applicable fees are refundable less a \$219.00 administrative fee provided that a) the request to withdraw is in writing by the applicant and b) an initial review has not been performed.
2. Application Revisions (administrative changes only to applicant, engineer, address or project name information, etc.)

The fee for application revisions, after an application has been processed is \$110.00.
3. Additional Plan Review Charges (prior to plan approval; the number of reviews does not include the submission of the final signature, mylars set):
 - a. Improvement Plans and Minor Improvement Plans
 - The first three plan submissions (includes initial submittal and two subsequent submittals) are reviewed at no additional charge. 50% of the fee at the current rates, as outlined in I & J above, are due with the 4th and all subsequent submittals. This fee is due regardless of the

agency which has not approved or conditionally approved the application.

- b. Preliminary Plats, Combined Preliminary Plat/Site Plan, Combined Preliminary Final Plats, Court Action Plats, Phase II MXD/PUD Plans and Site Plans, not included in section 3(a).

- The first four plan submissions (includes initial and three subsequent submittals) are reviewed at no additional charge. 50% of the fee at the current rates are due with the 5th and all subsequent submittals. This fee is due regardless of the agency which has not approved or conditionally approved the application.

- c. Final Plats, Addition Plats, Farm Lot Plats, Correction Plats, Public Taking Plats, Condo Plats, FRO plans, miscellaneous requests and all other plans.

- The first three plan submissions (includes initial and two subsequent submittals) are reviewed at no additional charge. 50% of the fee at the current rates are due with the 4th and all subsequent submittals. This fee is due regardless of the agency which has not approved or conditionally approved the application.

- d. Applicant initiated changes are charged at a rate of 50% of all initial fees, unless the change is directly in response to a review comment, then additional plan review fees are charged in accordance with Sections a-c above.

4. Additional Improvement Plan Review Changes (after plan approval/signatures)

- a. Re-approvals of expiring or expired improvement plans. \$219.00
- b. Minor or staff Administrative Revision fee to an approved plan that has not expired is \$219.00.
- c. Major Revision fee to an approved plan that has not expired is \$138.00/sheet affected by plan revision.

5. Any easement document which will require action of the full Board of County Commissioners (cannot be administratively approved):

- One Lot Residential \$110.00
- Non Residential, Mixed Use \$383.00
- or Multiple Residential Lots –
- open space or other miscellaneous requests



PERMITTING AND DEVELOPMENT REVIEW DIVISION FREDERICK COUNTY, MARYLAND

Department of Permits and Inspections

30 North Market Street • Frederick, Maryland 21701
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COUNTS! Coalition, a project of the
Josephson Institute of Ethics.
www.charactercounts.org

June 2, 2010

NOTICE OF ANNUAL ADJUSTMENT OF FREDERICK COUNTY IMPACT FEES

On July 1, 2010, the annual adjustment of the impact fees charged for Public School and Library Development will take effect. **All Building Permits for new residential dwelling units that are issued on or after July 1, 2010 will be required to pay the new fees.**

The Division of Permitting and Development Review recognizes that some permit applications in the review process may not be issued until after the effective date of the new fees. The Division is committed to shifting all available resources in an attempt to process as many of the affected permits as possible. Efforts will focus on Building Code Plan Review and coordination with agencies outside of the Division.

The new fees are as follows:

Public School	FY10 Rates	Difference	FY11 Rates
Single Family Detached	\$ 13,482.00	\$ 944.00	\$ 14,426.00
Townhouse/Duplex	\$ 11,558.00	\$ 822.00	\$ 12,380.00
Other Residential	\$ 2,214.00	\$ 154.00	\$ 2,368.00
Library	FY10 Rates	Difference	FY11 Rates
Single Family Detached	\$ 801.00	\$ (42.00)	\$ 759.00
Townhouse/Duplex	\$ 749.00	\$ (40.00)	\$ 709.00
Other Residential	\$ 503.00	\$ (26.00)	\$ 477.00
Total	FY10 Rates	Difference	FY11 Rates
Single Family Detached	\$ 14,283.00	\$ 902.00	\$ 15,185.00
Townhouse/Duplex	\$ 12,307.00	\$ 782.00	\$ 13,089.00
Other Residential	\$ 2,717.00	\$ 128.00	\$ 2,845.00

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PERMITTING AND DEVELOPMENT REVIEW DIVISION
FREDERICK COUNTY, MARYLAND
Department of Permits and Inspections

30 North Market Street • Frederick, Maryland 21701
Phone (301) 600-2313 • Fax (301) 600-2309

NOTICE OF NEW EPA LEAD PAINT RULES

There is a new EPA Lead Paint rule now in effect. ANY contractor who disturbs more than six square feet of lead paint must be Lead-Safe Certified. The new rule covers pre-1978 homes, apartments, schools, day car centers and other child-occupied facilities.

Please find attached information from the EPA about the new requirement. Visit www.epa.gov/getleadsafe or call 800-424-LEAD for more information.

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**IF YOU'RE NOT
LEAD-SAFE CERTIFIED,
DISTURBING
JUST SIX
SQUARE FEET
COULD COST YOU
BIG TIME.**



If you're working on homes, schools or day care centers built pre-1978, you now must be EPA Lead-Safe Certified.

WHAT

The Lead-Based Paint Renovation, Repair and Painting (RRP) rule is a federal regulatory program affecting anyone who disturbs painted surfaces where lead may be present.

- Submit an application to certify your firm for five years.
- A one-day class will certify your renovators for five years.
- Learn the required steps to contain the work area, minimize dust and thoroughly clean up every day.

WHO

- Any contractor, including renovators, electricians, HVAC specialists, plumbers, painters and maintenance staff, who disrupts more than six square feet of lead paint in pre-1978 homes, schools, day care centers and other places where children spend time.

WHY

1. Avoid risk of government fines and civil liability:
 - Without certification and by not following approved practices, you and your company can face tens of thousands of dollars in fines and put yourself and your company at risk of potential lawsuits.
2. Protect your workers, yourself and your customers from a health risk:
 - Dust from renovation, repairs and painting can contaminate an entire home and, if inhaled or ingested, can cause irreversible damage to children and adults.
3. Gain competitive advantage:
 - Certification makes you stand out from others and positions you as a professional contractor consumers can trust. Using your company's certification in your marketing materials may help attract business.
 - Consumers will look for the certification before hiring contractors and may be more accepting of additional costs and time associated with doing the job safely.
 - Upon certification of your firm, your company will be listed as a Lead-Safe Certified Contractor on the EPA website, giving your firm the potential for new customers.

WHERE

To find an accredited trainer in your local area or get additional info, go to epa.gov/getleadsafe or call 800-424-LEAD.

WHEN

Now — Certification requirements begin April 22, 2010.

Q. I am a renovator and I want to comply with EPA's Lead Renovation, Repair and Painting Rule. What do I need to do?

EPA's Lead Renovation, Repair and Painting (RRP) rule sets up new requirements for **firms** and **individuals** performing renovations in pre-1978 housing and child-occupied facilities, such as schools and daycares.

- **Firms** must be EPA certified. To become EPA certified, renovation contractors must submit an application and fee payment to EPA (www.epa.gov/getleadsafe). Once certified, the firm will be able to advertise that they are certified by EPA under the RRP program, and will also be given rights to use EPA's "Lead-Safe Certified Firm" logo.
- Renovations covered by the rule must be performed or directed by a Certified Renovator. **Individuals** can become a lead-safe certified renovator quite easily. It requires successful completion of a one-day training course in lead-safe work practices. The training courses are offered by EPA-approved private training providers; there is no additional fee to EPA. You can find a training provider in your area by using EPA's search tool at http://cfpub.epa.gov/flpp/searchrrp_training.htm.

Over 194 training firms have been accredited to provide the specialized, one-day lead-safe work practices training. Classes teach the specific work practices that contractors need to protect themselves and their clients from lead contamination, and to allow them and their firm to work legally. Certification is immediate upon successful completion of the training class.

Q. I am planning to renovate my home. How can I find a lead-safe certified firm?

EPA has a searchable database to help you locate lead-safe certified firms near you at: http://cfpub.epa.gov/flpp/searchrrp_firm.htm. In addition, you can call EPA's lead hotline at 1-800-424-LEAD (5323) if you have questions.

Q. I have hired a firm to renovate my home, but now I am concerned about whether the firm is a lead-safe certified firm. How can I find out?

EPA has a searchable database to help you locate lead-safe certified firms near you at: http://cfpub.epa.gov/flpp/searchrrp_firm.htm. It is possible that your firm is not yet listed on EPA's web site, but is certified. If you do not find your firm on EPA's web site, you should call EPA's lead hotline at 1-800-424-LEAD (5323) and speak to an expert who can help you find out whether your firm is certified.

Q. I took a class to be a Certified Renovator and my firm applied for firm certification before April 22, 2010, but my firm does not have its certificate yet. What do we do?

In these circumstances, EPA does not intend to take enforcement actions against firms who applied for firm certification before April 22 and have not received their certification. The certification requirement is important to making sure that firms are protecting children and

other residents while renovations are ongoing, but EPA does not wish to disrupt ongoing renovations for those firms that submitted applications on time. We expect that all of the applications filed before April 22 will be reviewed by June, and that the applications submitted for the first 60 days after April 22 will be reviewed soon thereafter. Thus, it will only be a short window of time when firms that applied are waiting to hear back from EPA.

Q. How long will it take EPA to process my application to be a lead-safe certified firm?

EPA is required to process your application within 90 days of receipt. In most instances, properly-completed firm applications are processed in about one month. EPA expects that all of the applications filed before April 22, 2010 will be reviewed, and those that are complete will be approved by June, and that the applications submitted for the first 60 days after April 22 will be reviewed soon thereafter. Thus, it will only be a short window of time when firms that applied are waiting to hear back from EPA.

Q. What happens if my firm is in the middle of a renovation job on April 22, 2010? My firm is not certified and none of my employees have taken the lead-safe certified renovator training. What should I do?

You should submit your application for renovation firm certification immediately. You should also arrange for lead-safe certified renovator training for at least one of your employees as soon as possible, and you should require at least one of your employees to review EPA's online training materials at <http://www.epa.gov/lead/pubs/training.htm>. In addition, you must follow the lead-safe work practices required by the rule. Information on these work practices can be found at www.epa.gov/lead or obtained from the National Lead Information Center at 1-800-424-LEAD (5323). For the first 60 days after April 22, 2010, EPA's general approach for work initiated before that date will be, upon learning that a firm or individual conducting a renovation is not certified or trained, to issue a notice without monetary penalties to that firm or individual. This notice will state that the firm or individual needs to come into compliance as quickly as possible. To correct the noncompliance, the individual or firm will need to provide a copy of an accredited course completion certificate or firm certification to EPA within a reasonable time.

Q. I am a renovation firm and I have contracted for a renovation in a pre-1978 home to begin on or after April 22, 2010. None of my people have taken the lead-safe certified renovator training yet. I found out the Certified Renovator classes near me are all full until after April 22, 2010. What should I do?

You should hold off on starting work in any pre-1978 home or child-occupied facility until you have taken the certified renovator training course from an EPA-accredited training provider. In addition, you should make sure that your firm is EPA certified. You can find out more information at www.epa.gov/getleadsafe. You can find an accredited training provider who is based near you by using EPA's search tool at http://cfpub.epa.gov/flpp/searchrrp_training.htm. More than 100 EPA-accredited training providers have indicated to EPA that they are willing to travel to offer training classes. You

can find a list of training providers, including those who are willing to travel, by using the same search tool.

Q. I am a firm and there are no training providers offering classes near me. What do I do?

More than 100 EPA-accredited training providers have indicated to EPA that they are willing to travel to offer training classes. You can find a list of training providers, including those who are willing to travel, by using EPA's search tool at http://cfpub.epa.gov/flpp/searchrrp_training.htm.

Q. I operate a renovation firm and I have heard that my state will adopt its own lead Renovation, Repair and Painting program. Do I have to also be certified by EPA?

As of April 21, 2010, only seven states have their own RRP programs (Mississippi, North Carolina, Wisconsin, Iowa, Kansas, Rhode Island, and Utah). If your firm is located in one of these states, you should contact them for information on their certification requirements. If you work outside of one of those states, your firm needs to be certified by EPA.

Q. Will EPA issue a final rule removing the opt-out and if it does when will the rule become effective?

As of April 22, 2010, EPA has issued a rule revoking the opt-out provision of the 2008 Lead RRP rule. EPA expects this rule to publish in the Federal Register within 2 weeks and anticipates that it will take effect 60 days after publication.

